



WINNEBAGO COUNTY PUBLIC HEALTH NURSING
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Winnebago County Board of Health Meeting Minutes
January 14, 2019
Public Health Office
8:00 AM

Dr. Ostercamp called the meeting to order. With the announcement of a Quorum. Members in attendance were Dr. Ostercamp, Stephanie Swenson, Sonja Rank, and Terry Durby. Terry is present to fill in for Mike Stensrud during his absence. Mike Stensrud and Sandy Mireles were unable to attend. Also present was Julie Sorenson and Allison Rice.

There were no additions to the agenda.

There were no corrections to the November 16, 2018 BOH minutes, motion was made by Stephanie, 2nd by Sonja to approve as written without opposition.

Governance:

Julie Sorenson, Administrator/Financial Manager, presented the end of November & December fiscal report.

Practice fiscal oversight: End of November

Nursing Department

Revenue Department – \$52,306.70 (26.59%)

Expenses Department –\$87,221.33 (34.99%)

Environmental Department

Revenue Department –\$684.00 (17.97%)

Expenses Department-\$4,795.19 (47.76%)

Fund Balance: \$ -9,964.12

Practice fiscal oversight: End of December

Nursing Department

Revenue Department – \$82,922.93 (33.91%)

Expenses Department –\$58,145.16 (40.80%)

Environmental Department

Revenue Department –\$671.00 (19.45%)

Expenses Department-\$2,864.94 (54.88%)

Fund Balance: \$ 12,619.71

FY20 Budget review: Julie updated the board on the budget numbers for FY20 with family insurance included on the two proposed staff position as instructed at the last board meeting.

Administration: Julie reported that all the billing is up to date. Medicare is 60 days behind in paying. VA and MCOs are 120 days behind in paying. Private Insurance, Elderbridge, State Dollars, and Private Pay are current.

Policies: Allison updated the board on the bed bug issue in the committee and we are still working on to setting up a meeting with the safety committee.

Meeting time/date discussion: BOH discussed to keep the board meetings on the 3rd Fridays of the month but move the time to 8:00 am.

Communication/IT: Eric, IT director installed a new camera in the building. He received grant monies to purchase the camera.

Workforce: We had 12 admissions & 18 discharges in November with 350 skilled nursing visits and 296 home care aide visits. We had 13 admissions & 12 discharges in December with 317 skilled nursing visits and 315 home care aide visits.

No staff issues reported.

Community Assessment and Planning: Julie discussed the upcoming meeting staff will attend and the importance of the education. Also, the value of networking with other agencies at the meetings. New Oasis training rules starting January 1, 2019, nurses will have training soon.

Meeting attended and events:

Tobacco Meeting—Rhonda, Empowerment Meeting- Julie, Beth, HFA week training-Beth and support workers, Value Based Purchasing Webinars—Allison, Julie, Transition of Care Mercy-Allison.

Evaluation:

Julie reported on Deyta- 100 for November evaluations completed, no negative remarks, and 93 for December evaluations, no negative remarks, BOH noted.

Quarterly charts audits: A motion by Terry, 2nd by Stephanie to approve the quarterly chart audits, motion carried.

Allison reported on the QAPI update. Nurses continuing to work on the agency's QAPI reports.

Prevent Epidemics and the Spread of Disease:

Food Inspection Report was given to BOH members for review.

Protect against Environmental Hazards:

The BOH was given the Sanitarian Report by Ron Kvale for review.

Prevent Injuries: We still have Radon Kits available

Promote Health Behaviors

We still have flu clinics every afternoon from 2 pm to 4 pm in the office and but our flu clinics in the public have been completed. We continue to have monthly foot clinics in the office and at Mills Harbor. We also offer them in their homes as needed. Healthy Families continue to work with children in their homes. Rhonda is working on the Tobacco program and policies for business this fiscal year.

Motion by Stephanie to adjourn the meeting at 9:15 so meeting was adjourn second by Terry, Motion carried.

Next Board Meeting: February 15, 2019